



Applications are invited from suitably qualified candidates for the following position

**CTYI Assistant Director  
Professional 6  
Centre for Talented Youth, Ireland  
Permanent Contract**

**Dublin City University**

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission 'to transform lives and societies through education, research, innovation and engagement'. Known as Ireland's 'University of Enterprise', DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU's pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world's Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

## **Centre for Talented Youth, Ireland**

The Centre for Talented Youth, Ireland provides enrichment courses for students with high academic ability. The Centre also offers university style courses for students of all ages and abilities. CTY Ireland was established at Dublin City University in 1992 to meet the needs of high ability students aged 6 to 17 years from Ireland and abroad. Since the first summer programme in 1993 over 35,000 students have attended or participated in programmes run by CTY Ireland.

### **Role Profile**

The Assistant Director is responsible for managing the large academic staff at primary and secondary level at CTYI. This involves designing curriculum with instructors and advising part time staff on the needs of high ability students. The Assistant Director is also responsible for the Early University Entrance programme which is a large TY programme that allows students to take DCU university modules. This role entails working with various key faculty members in DCU and stakeholders around the university and schools to ensure that the course maintains the high academic standards of DCU. The Assistant Director will also work with the director of CTYI in designing strategic objectives for the CTYI programme and revising existing policies in line with current educational practice.

### **Duties and Responsibilities**

Please refer to the job description for a list of duties and responsibilities associated with this role.

### **Qualifications, Skills and Experience Required**

- The successful individual must have a primary degree and at least five years' relevant experience in an educational environment.
- Good communication and administrative skills are essential.
- A postgraduate qualification in gifted education would be desirable.
- Candidates should also have a basic understanding of the needs of high ability children.
- Confidentiality and discretion of a very high level is expected.
- Candidates must be reliable willing to work in a team environment and be capable of working to strict deadlines.
- Candidates should have the ability to use strategic and innovative thinking to influence across functions to achieve desired outcomes.
- Candidates must have Excellent communication and reporting skills

### **Mandatory Training**

The candidate will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required.

**Salary:** Professional 6 Salary Scale - €55,045 - €78,413

*\*Appointment will be commensurate with qualifications and experience and in line with current Government pay policy.*

**Closing date: Tuesday, 17th May 2022**

For more information on DCU and benefits, please visit [Why work at DCU?](#)

**Informal Enquiries in relation to this role should be directed to:**

Dr. Colm O'Reilly, CTYI, Dublin City University, Ireland.

Email: [colm.oreilly@dcu.ie](mailto:colm.oreilly@dcu.ie)

Please do not send applications to this email address, instead apply as described below.

**Application Procedure:**

Application forms are available from the DCU Current Vacancies website at <https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants> (external applicants)

Applications should be submitted by e-mail with your completed application form to [hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

**Please clearly state the role that you are applying for in your application and email subject line:**

**Job Ref: #BC210904 CTYI Assistant Director**

*Dublin City University is an equal opportunities employer.*

*In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.*

*The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)*